



Bakers Creek AFL Club INC

Pattinsons Lane, Etwell Park
Bakers Creek, QLD 4740

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Mackay QLD 4740

bakerscreektigers@live.com.au

Job Description CUB Junior Coordinator (CJC)

Responsibilities

- Be an active member of the club grading committee
- Liaise with team managers to organise training schedule/ roster
- Ensure the safety and wellbeing of all participating junior members at all times
- Liaise with coaches to cover training sessions and or game day for all junior grades and arrange replacements when needed
- Ensure you are actively taking part in the Auskick Programs and ensure that we have members preferable the CJC at every Auskick training day (These generally take part at Marian State School for six weeks) as it is a very large turnout with massive potential
- Provide information to coaches and managers to enable them to effectively manage their teams
- Be up to date and aware of any rule changes and/or restrictions that may interfere with players, coaches and or team management
- Assist coaches and a managers with the scheduling of makeup games or changes in draw as and when required
- Ensure information presented in club releases, website and newsletters is accurate and up to date (to the best of your knowledge)
- Attend any AFLQ Junior meetings and report back to the club on outcomes
- Liaise with Coaches and management to ensure game day permits teams sheets and other relevant information is adhere to on game day
- Assist where needed on game days which for this role will be Friday nights at Harrup Park
- Liaise with Club Secretary for all working with Children Blue cards and make sure relevant information is up to date and that relevant coaching registrations are up to date.
- Liaise with Secretary for information regarding game day umpiring (Juniors)

Relationships

- Report to Club Executives at monthly meetings

Accountability

- The Cub Junior Co-ordinator is accountable to the Club Executives

Overall we are looking for someone who is approachable and hard working that can take our Junior Cubs to the next level. This position is for our Cubs on a Friday night at Harrup Park. We are interested in hearing from anyone that thinks that have what it takes to become our BCT Cubs Junior Coordinator. Please forward all of your applications to bakerscreektigers@live.com.au